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County Hall  
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Tuesday, 6 June 2023

## Notice of Reports Received following Publication of Agenda.

### Standing Advisory Council for Religion, Values and Ethics (SAC)

Wednesday, 14th June, 2023 at 3.00 pm,  
Council Chamber - Council Chamber

With apologies for the delayed circulation - Attached are reports that the committee will consider as part of the original agenda but were submitted to democratic services following publication of the agenda.

Item No	Item	Pages
6.	Membership and Future Recruitment Arrangements	1 - 8

**Paul Matthews**  
Chief Executive

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## MONMOUTHSHIRE COUNTY COUNCIL REPORT

**SUBJECT: MEMBERSHIP OF THE STANDING ADVISORY COUNCIL (SAC) AND FUTURE RECRUITMENT ARRANGEMENTS**  
**MEETING: SAC**  
**DATE: 14<sup>TH</sup> June 2023**  
**DIVISION/WARDS AFFECTED: N/A**

### **1. PURPOSE:**

- 1.1 To confirm the membership of the Standing Advisory Council in Monmouthshire and consider future membership appointment arrangements.

### **2. RECOMMENDATION:**

- 2.1 To accept the future recruitment arrangements for SAC as set out below.

### **3. KEY ISSUES:**

- 3.1 Under the SAC Constitution and Terms of Reference, SAC shall consist of representation from the following groups:
- Group 1  
Such Christian denominations and other religions and religious denominations, and non-religious philosophical convictions as, in the opinion of the authority, will appropriately reflect the principal religious traditions in the area, together with a place for a group who hold non-religious philosophical convictions. It is recognised that there will be occasions when the interests of efficiency override the requirement for directly proportionate representation (13 members)
  - Group 2  
Such associations representing teachers as, in the opinion of the authority, ought to be represented or where suitable appointments from associations cannot be made local head teachers are approached to make appointments from schools directly. (7 members)
  - Group 3  
The local authority (LA). (6 members).

SAC may also appoint co-opted members if required although these members have no voting rights.

- 3.2 Each group has a single vote on any matter to be decided by SAC.
- 3.3 Each member of groups 1 and 2 will serve a term of four years.
- 3.3 In accordance with section 390(2) of the Education Act 1996 as amended, it is for the LA to appoint membership of these three

groups. The legislation is silent, however, as to the appointments procedure to be followed by the LA.

#### **4. SAC APPOINTMENT PROCESS**

##### **4.1 Local Authority representatives**

The Cabinet Member for Education and the Chief Officer or nominated officer will represent the local authority on SAC in addition to four other LA representatives. The LA may also appoint co-opted members as required, although these members have no voting rights.

##### **4.2 Appointment of Teaching Representatives**

In the first instance, the LA will approach teaching associations to nominate up to five representatives to sit on SAC. However, if suitable appointments cannot be made, then the LA will approach headteachers for nominations to make appointments directly from schools. (5 members)

The LA will approach the relevant diocese to seek representatives for church schools in Monmouthshire. (2 members)

##### **4.3 Appointment of Representatives from religions, denominations and non-religious philosophical convictions**

The LA will invite applications from individuals wishing to represent Christian and other religions and denomination, as well as those holding non-religious philosophical convictions. All applicants will need to complete an application form outlining their reasons for wanting to join SAC and the knowledge and skills they can bring to SAC. (See appendix 1) All applications will need to be endorsed by the relevant governing body. A LA panel will consider applications.

#### **5. OPTIONS APPRAISAL**

##### **Do Nothing**

Not agreeing to establishing a process for appointing members of SAC runs the risk that the local authority has not constituted SAC appropriately, thereby exposing any decision of SAC to the potential risk of legal challenge. A lack of a formal process also runs the risk of the LA acting inconsistently in the manner in which it appoints new members and being perceived to lack transparency, exposing it to allegations of acting unfairly or unreasonably.

##### **Agree to proposed appointment process**

Under the SAC Constitution and Terms of Reference, the responsibility for appointing members of SAC lies with the LA. Recommending the establishment of a formal process to appoint members of SAC will ensure that the LA is acting in a transparent, consistent and fair manner when appointing new members.

**6. RESOURCE IMPLICATIONS:**

None

**7. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:**

None

**8. SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS:**

None.

**8. BACKGROUND PAPERS:**

None

**9. AUTHOR:**

Sharon Randall-Smith, Head of Service: Achievement & Extended Services

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# Appendix 1 –Application Form to Request Membership of SAC



## MONMOUTHSHIRE STANDARD ADVISORY COUNCIL FOR RELIGION, VALUES AND ETHICS NOMINATION FORM

### Note for all applicants:

Please complete both sides of the form **as fully as possible**, (partially completed forms will not be considered), using a separate sheet of paper if necessary.

### Part 1

<b><i>Application for Membership of the Standard Advisory Council</i></b>	
<b><i>Name:</i></b> <i>Your full name</i>	
<b><i>Address:</i></b> <i>Your full address</i>	
<b><i>Postcode:</i></b> <b><i>Contact No:</i></b>	
<b><i>email address:</i></b>	

I understand that my application will need to be supported by the governing authority for the group I wish to represent and that I can only represent one group.

**Signed:** .....                      **Date:** .....  
(Applicant)

**Signed:** .....                      **Date:** .....  
(Authorised Officer representing the relevant religious or non-religious group)

**Print Name:** .....,                      **Position**.....

Please return completed form to Sharon Randall-Smith, Head of Service Children and Young People at [SharonRandall-Smith@monmouthshire.gov.uk](mailto:SharonRandall-Smith@monmouthshire.gov.uk)

**Part 2 – Applicant Number:**  **(to be filled in by the LA)**

***Please explain why you are interested in becoming a member of SAC?***

***Please give details of any skills and experience that you could bring to the role.***

***Please give details of any areas of the work of SAC that you are particularly interested in.***

***Please supply information about any current and relevant activity that you undertake.***



***Please supply any other relevant information in support of your application.***

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